

Employee Post-Travel Disclosure of Travel Expenses

Date/Time Stamp:
RECEIVED
SECRETARY OF THE SENATE
PUBLIC RECORDS

Post-Travel Filing Instructions: Complete this form within 30 days of returning from travel. Submit all forms to the Office of Public Records in 232 Hart Building.

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In compliance with Rule 35.2(a) and (c), I make the following disclosures with respect to travel expenses that have been or will be reimbursed/paid for me. I also certify that I have attached:

- ☐ The **original** *Employee Pre-Travel Authorization* (Form RE-1), **AND**
☒ A **copy** of the *Private Sponsor Travel Certification Form* with all attachments (itinerary, invitee list, etc.)

Private Sponsor(s) (list all): American Youth Policy Forum

Travel date(s): October 8-10, 2019

Name of accompanying family member (if any): N/A

Relationship to Traveler: ☐ Spouse ☐ Child

IF THE COST OF LODGING DID NOT INCREASE DUE TO THE ACCOMPANYING SPOUSE OR DEPENDENT CHILD, ONLY INCLUDE LODGING COSTS IN EMPLOYEE EXPENSES. (Attach additional pages if necessary.)

Expenses for Employee:

	Transportation Expenses	Lodging Expenses	Meal Expenses	Other Expenses (Amount & Description)
<input type="checkbox"/> Good Faith Estimate <input checked="" type="checkbox"/> Actual Amount	\$358.88 (includes round-trip flight and bus transportation to site visits)	\$546	\$130	None

Expenses for Accompanying Spouse or Dependent Child (if applicable):

	Transportation Expenses	Lodging Expenses	Meal Expenses	Other Expenses (Amount & Description)
<input type="checkbox"/> Good Faith Estimate <input type="checkbox"/> Actual Amount				

Provide a description of all meetings and events attended. See Senate Rule 35.2(c)(6). (Attach additional pages if necessary.):

Please see the attached trip itinerary

10/24/19
(Date)

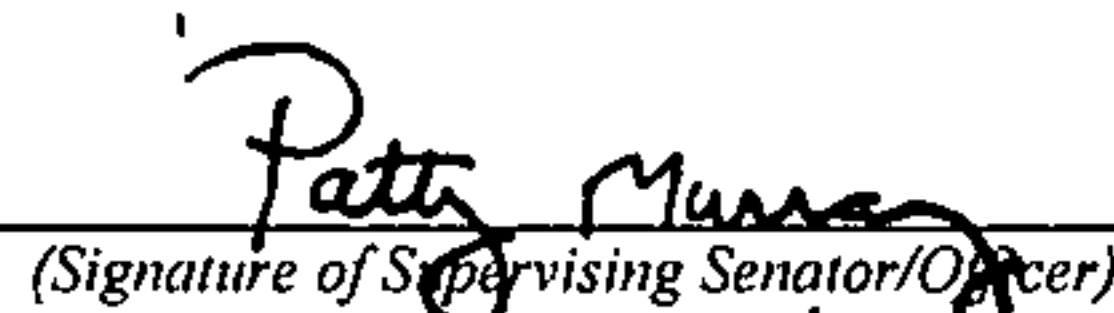
Leila Schochet
(Printed name of traveler)


(Signature of traveler)

TO BE COMPLETED BY SUPERVISING MEMBER/OFFICER:

I have made a determination that the expenses set out above in connections with travel described in the *Employee Pre-Travel Authorization* form, are necessary transportation, lodging, and related expenses as defined in Rule 35.

10/13/19
(Date)


(Signature of Supervising Senator/Officer)

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The Senate Member, officer, or employee **MUST** also provide a copy of this form, along with the appropriate travel authorization and reimbursement form, to the Office of Public Records (OPR), Room 232 of the Hart Building, within thirty (30) days after the travel is completed.

- Private Sponsor Certification - Page 1 of 4

15. Briefly describe the educational activities performed by each sponsor (other than sponsoring congressional trips):

AYPF organizes and facilitates a number of educational opportunities, including Capitol Hill forums, day-long discussion groups, and webinars for congressional staff, federal agency staff, and other youth serving professionals.

16. Total Expenses for Each Participant:

	Transportation Expenses	Lodging Expenses	Meal Expenses	Other Expenses
<input checked="" type="checkbox"/> Good Faith estimate <input type="checkbox"/> Actual Amounts	Round-trip Flight \$400 Local coach class bus transportation- \$47 per person Basic water taxi service to dinner \$24 per person	\$273 per hotel night at \$546 total for two nights	Total for entire trip is \$99. Plus reimbursement (up to \$31) for day 2 dinner.	None

17. State whether a) the trip involves an event that is arranged or organized *without regard* to congressional participation or b) the trip involves an event that is arranged or organized *specifically with regard* to congressional participation:

This trip was specifically organized with regard to congressional participation.

18. Reason for selecting the location of the event or trip

Massachusetts and Rhode Island have nationally recognized programs, models, and policies that connect system-involved youth to education and workforce opportunities to improve outcomes.

19. Name and location of hotel or other lodging facility:

Hyatt Boston Harbor-101 Harborside Drive, Boston, MA 02128

20. Reason(s) for selecting hotel or other lodging facility:

The Hyatt Boston is convenient to the group's arrival and departure airport (Logan International). The hotel also quoted AYPF per-diem prices for sleeping rooms and food/beverage.

21. Describe how the daily expenses for lodging, meals, and other expenses provided to trip participants compares to the maximum per diem rates for official Federal Government travel:

Both meals and lodging are below the federal per diem rates for Federal Government travel.

22. Describe the type and class of transportation being provided. Indicate whether coach, business-class or first class transportation will be provided. If first-class fare is being provided, please explain why first-class travel is necessary:

Round-trip coach airfare from Washington, DC to Boston, MA

Bus; coach class charter bus for transportation to and from sites

23. ☒ I represent that the travel expenses that will be paid for or reimbursed to Senate invitees do not include expenditures for recreational activities, alcohol, or entertainment (other than entertainment provided to all attendees as an integral part of the event, as permissible under Senate Rule 35).

24. List any entertainment that will be provided to, paid for, or reimbursed to Senate invitees and explain why the entertainment is an integral part of the event:

None

25. I hereby *certify* that the information contained herein is true, complete and correct. (For trips involving more than one sponsor, you *must* include a completed signature page for each additional sponsor):

Signature of Travel Sponsor:

Samaura Stone, Senior Director

Name and Title:

American Youth Policy Forum

Name of Organization:

1200 18th Street NW, Suite 1200, Washington, DC 20036

Address:

Telephone Number: 202-775-9731

Fax Number: 202-775-9733

E-mail Address: sstone@aypf.org

2025 RELEASE UNDER E.O. 14176

EMPLOYEE PRE-TRAVEL AUTHORIZATION

Pre-Travel Filing Instructions: Complete and submit this form at least 30 days prior to the travel departure date to the Select Committee on Ethics in SH-220. Incomplete and late travel submissions will not be considered or approved. This form must be typed and is available as a fillable PDF on the Committee's website at ethics.senate.gov. Retain a copy of your entire pre-travel submission for your required post-travel disclosure.

Name of Traveler: Leila Schochet

Employing Office/Committee: Senate HELP Committee

Private Sponsor(s) (list all): American Youth Policy Forum

Travel date(s): 10/8/19-10/10/19

Note: If you plan to extend the trip for any reason you must notify the Committee.

Destination(s): Boston and Rhode Island

Explain how this trip is specifically connected to the traveler's official or representational duties:

I am Senator Murray's policy advisor for early childhood and child welfare issues on the HELP Committee, and my portfolio includes policies around supporting youth who are transitioning out of the child welfare system, as well as homeless youth. This Study Tour offers the opportunity to hear testimonies from youth with experience in the foster care system; hear presentations from experts and practitioners in the field of child welfare and juvenile justice; have policy discussions with experts and fellow congressional staff; and visit sites with model programs that have been able to leverage multiple public and private systems to best serve youth.

Name of accompanying family member (if any): _____

Relationship to Employee: ☐ Spouse ☐ Child

I certify that the information contained in this form is true, complete and correct to the best of my knowledge:

9/9/19
(Date)

Leila Schochet
(Signature of Employee)

TO BE COMPLETED BY SUPERVISING SENATOR/OFFICER (President of the Senate, Secretary of the Senate, Sergeant at Arms, Secretary for the Majority, Secretary for the Minority, and Chaplain):

I, Sen Patty Murray hereby authorize Leila Schochet
(Print Senator's/Officer's Name) (Print Traveler's Name)

an employee under my direct supervision, to accept payment or reimbursement for necessary transportation, lodging, and related expenses for travel to the event described above. I have determined that this travel is in connection with his or her duties as a Senate employee or an officeholder, and will not create the appearance that he or she is using public office for private gain.

I have also determined that the attendance of the employee's spouse or child is appropriate to assist in the representation of the Senate. (signify "yes" by checking box) ☐

9/9/19
(Date)

Patty Murray
(Signature of Supervising Senator/Officer)



**An AYPF Study Tour
October 8-10, 2019**

**This learning opportunity is being organized for Congressional staff and therefore intends to comply with Ethics Rules. AYPF will pay for airfare, ground transportation, lodging, and meals during the study tour.*

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An AYPF Study Tour

Boston, Massachusetts and East Providence, Rhode Island

The Study Tour will consist of multiple policy discussions, site visits, testimonies from young adults, and presentations from labor/workforce, child welfare, and juvenile justice leaders about the steps they are taking to coordinate systems and streamline services to achieve greater outcomes for youth. Additionally, we will discuss relevant federal legislation and programs that are supporting this work.

- Highlighting three effective programs that are using education and workforce development as a key strategy for achieving success with young adults.
Elevating youth voice and hearing directly from young adults about how their involvement in workforce and education programs have changed their trajectory.
Identifying and including state government departments to highlight the importance of government systems partnering with programs to increase support for youth.
- Discussing how federal/state policies can be improved to better serve young adults involved in the foster care and juvenile justice systems.

5:00pm-6:00pm

Youth Guided Art Activity

AFH youth artists will guide participants through a fun, interactive art activity that will tie into the Study Tour theme of youth voice, education, and workforce development.

6:00pm-6:25pm

From the Field: Program Sneak Peeks

Bernadette Tavares, Program Coordinator, Foster Forward

Geoff Foster, Director of Organizing and Policymaker, UTEC

Staff from Foster Forward and UTEC will provide brief overviews about their programs, populations served, and what we can expect to see during tomorrow's visits.

6:25pm-6:30pm

Closing Announcements

6:30pm-8:00pm

Dinner

8:00pm-8:20pm

Charter bus from the restaurant back to the Hyatt Regency Boston Harbor

Wednesday, October 9th

7:30am-9:00am

Breakfast Available

Aquitana Room

8:30am-9:30am

Walking in Their Shoes: Ice Breakers and Reflections

In preparation for a full day of site visits and engaging with young people, participants will gain more context around the barriers that young adults in the programs face in their pursuit of workforce and education opportunities.

9:30am-10:30am

Drive to Site #2 (From Boston, MA to Lowell, MA)

U.TEC

35 Warren St., Lowell, MA 01852

Site Description:

UTEC's mission is to ignite and nurture the ambition of its most disconnected young people to trade violence and poverty for social and economic success. UTEC offers several programs and opportunities for young adults, including transitional coaching, workforce development training through social enterprises, GED classes and a dual-enrollment:

12:30pm-1:00pm **A Youth's Perspective: Why This Work Matters Lunch Conversation**
 Participants will have the opportunity to hear from several young adults about their experiences and which key elements of UTEC's programs have been the most meaningful to them. Using written statements and personal testimonies, the youth will convey how their lives have been impacted.

*Lunch will be catered by the Café UTEC youth workers.

1:00pm-2:00pm **Drive to Site #3 (From Boston, MA to Pawtucket, RI)**

Foster Forward
 50 Ann Mary St.,
 Pawtucket, RI 02860

Site Description:

Foster Forward is a nationally and locally recognized leader committed to empowering lives impacted by foster care. In Rhode Island, the youth unemployment rate is 20%, it is more than double at 52% for youth who have experienced foster care. Works Wonders, a program of Foster Forward was originally started as a research initiative funded through a Children's Bureau grant to research ways to help Rhode Island's foster youth who have aged out of or are about to age out of state care succeed in the workplace. About 60% of youth in the Works Wonders program did not have previous work experience. The program has grown into an evidence-supported career development and employment engagement program that provides 8-10 hours of skills based training, 12 weeks of one-on-one career coaching, and paid work-based learning opportunities.

2:00pm-2:10pm **Welcome to Foster Forward**
 Lisa Gullette, Executive Director, Foster Forward

2:10-2:30pm **The Power of Community: Foster Forward's Storefront Tour**
 As the saying goes, "It takes a village to raise a child." This sentiment rings true especially for youth and families involved in the foster care system. Foster Forward's Storefront is an amazing space where those impacted by foster care in Rhode Island may gather for activities and shop for donated clothes, toys, and other household needs. Youth, foster parents, and others can shop for free items during designated days and times. We'll make a brief stop to check out the space and hear about how the storefront began and its impact on those involved in the foster care system.

2:30pm-2:45pm **Drive to 55 S. Brown St., Providence, RI (FF's Main Location)**

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Harnessing the Potential of Young Adults: How Programs Are Using Youth Voice, Education, and Workforce Development to Transform Systems

Study Tour Invitee List

First Name	Last Name	Office	Title
Mimi	Teixeira	Sen. Mike Lee	Legislative Assistant
Rachel	Wright	Sen. Chuck Grassley	Juvenile Justice
Ryan	Martin	Senate Finance Committee	Senior Human Services Advisor
Catherine	Brown	Sen. Susan M. Collins	Policy Advisor
Meghan	Herrington	Sen. Portman	Legislative Assistant
Conor	Sheehy	Sen. Scott	Legislative Assistant
Matteo	Moran	Sen. Tom Cotton	Education Legislative Assistant
Caitlin	Wilson	Sen. Blunt	Legislative Assistant/Counsel
Robert	Moran	Senate Health, Education, Labor, and Pensions Committee	Education Policy Director
Manuel	Contreras	Senate Health, Education, Labor, and Pensions Committee	Policy Advisor
Brent	Palmer	Sen. Dianne Feinstein	Education Legislative Assistant
Joshua	Delaney	Sen. Elizabeth Warren	Education Legislative Assistant
David	Caruolo	Sen. Sheldon Whitehouse	Education Legislative Assistant
Andrew	Zack	Sen. Ed Markey	Education Legislative Assistant
Moirá	Lenahan	Sen. Jack Reed	Education Legislative Assistant
Nia	Lesesne	Sen. Cory Booker	Legislative Aide

United States Senate

SELECT COMMITTEE ON ETHICS

October 3, 2019

Leila Schochet
Committee on Health, Education, Labor, and Pensions
United States Senate
Washington, DC 20510

Dear Ms. Schochet:

This responds to your recent correspondence concerning an invitation you received to travel on a fact-finding trip to Boston, Massachusetts and Providence, Rhode Island, on October 8–10, 2019, sponsored by the American Youth Policy Forum (AYPF). AYPF certified to the Select Committee on Ethics (the Committee) that it will pay the *necessary expenses*¹ related to the travel and that it is neither a lobbyist, lobbying firm, agent of a foreign principal, or otherwise acting as a representative or agent of a foreign government. AYPF has also certified that it does not retain or employ a registered lobbyist or agent of a foreign principal and that no registered lobbyist or agent of a foreign principal will accompany you at *any point throughout your trip*.²

Based on information and materials available to the Committee, and assuming the **actual** travel and travel-related expenses conform to the information and materials you provided, it appears that the proposed payment or reimbursement of necessary expenses for this trip **may be accepted** under relevant Senate Rules and the Committee's *Regulations and Guidelines for Privately-Sponsored Travel*, so long as at the time of the payment or reimbursement, AYPF is neither a registered lobbyist or lobbying firm under the Lobbying Disclosure Act of 1995, or an agent of a foreign principal under the Foreign Agents Registration Act (and is not otherwise acting as a representative or agent of a foreign government), and provided the travel and all required documents are disclosed to the Secretary of the Senate in accordance with the provisions of Senate Rules 34 and 35.

Under Senate Rule 35, Senate staff must receive advance authorization signed by the Member or officer under whose direct supervision the individual works in order to accept payment or reimbursement for necessary expenses related to fact-finding travel. Further, such authorization and expenses must be disclosed to the Secretary of the Senate by filing the completed *Employee Pre-Travel Authorization* and the *Employee Post-Travel Disclosure of Travel Expenses* (Form RE-1 and Form RE-2), along with a copy of the *Private Sponsor Travel Certification Form*, and all relevant attachments (e.g., the private sponsor's invitation and itinerary) **within 30 days of the conclusion of Privately-Sponsored Travel**.

¹ The term "necessary expenses" has a specific definition. See *Select Committee on Ethics' Regulations and Guidelines for Privately-Sponsored Travel – Glossary of Terms* at 8.

² The term "any point throughout your trip" has a specific definition. See *id.* at 2.

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I hope you find this information helpful. If you have any additional questions, please do not hesitate to contact the Committee.

Karen P. Gorman

Enclosure: Travel Checklist

³ A reporting individual is someone whose salary equals or exceeds 120% of the basic rate of pay for GS-15 (\$127,914 for CY 2019) or is a political fund designee and is required to file Financial Disclosure Reports.